



## Capitol Region Watershed District

595 Aldine Street • Saint Paul, MN 55104  
T: 651-644-8888 • F: 651-644-8894 • capitolregionwd.org

**March 17, 2021 Regular Meeting**  
APPROVED

**Board Workshop** of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, March 3, 2021, 5:00 p.m.** (Board Workshop) **via telephone and/or the web-based application Go To Meeting.**

### BOARD WORKSHOP MINUTES

#### I. A) Call to Order of Board Workshop (*President Joe Collins*)

##### Managers

Joe Collins, remote  
Hawona Sullivan Janzen, remote  
Shawn Murphy, remote  
Rick Sanders, remote  
Mary Texer, remote

##### Staff Present

Mark Doneux, CRWD  
Ana Eleria, CRWD, remote  
Michelle Sylvander, CRWD, remote  
James Mogen, Ramsey County Attorney, remote  
Nate Zwonitzer, CRWD, remote

##### Public Attendees

#### B) Review, Amendments and Approval of the Agenda.

**Motion 21-038:** *Approve the Agenda of March 3, 2021.*

Murphy/Sanders  
Unanimously Approved

#### II. Watershed Management Plan Review (Doneux & Eleria)

Administrator Doneux provided a recap that each year the Board of Managers must establish a plan of work for the upcoming year, establish a budget based upon the work plan, as well as adopt and certify a levy for the budget. Administrator Doneux reviewed the timeline for the budget planning process.

Ms. Eleria provided a review of the recently implemented 2030 Watershed Management Plan (WMP). Ms. Eleria highlighted on the themes of WMP including:

- Bring Water Back
- Rain as a Resource
- Community Equity
- Recreation
- Quality of life
- Climate change and resilience
- Partnerships
- Innovation

- Adaptive management

Ms. Eleria reviewed priority issues and goals of the WMP.

Administrator Doneux shared how the WMP is the foundation of CRWD's workplan and a guide for developing the annual budget. Administrator Doneux reviewed the major 2022 budget issues. The finance committee will be meeting to discuss the repayment of the 2007A Bond. Paying off this bond will be a savings of about \$30,000-\$40,000. The Operations Committee will be discussing plans of the Thomas Building. There will be additional committee reviews of Partner Project schedules. The Watershed Management Plan is being used as a guide for keeping pace with initiatives. The Finance Committee will be reviewing and updating the Fund Balance Policy. In the past, the Fund Balance has been able to maintain a balance as the district increases assets and this policy will need to be reviewed. In 2020, the board decided not to increase the 2021 budget. The Finance Committee will be looking at Balancing Expenditures and Revenue.

*No Action was taken. Workshop for informational and discussion only.*

Manager Murphy shared that he appreciated the amount of detail in the WMP.

### **III.** Adjourn Board Workshop

**Motion 21-039:** *Adjournment of the March 3, 2021 Board WMP Review workshop at 6:00P.M.*

Murphy/Sanders  
Unanimously Approved

Respectfully submitted,  
Michelle Sylvander



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**March 17, 2021 Regular Meeting**  
V. Action Item A) Approve Minutes of  
March 3, 2021  
Board Workshop  
(Sylvander)

**Regular Board Meeting** of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, March 3, 2021, 6:00 p.m.** (Regular Meeting) at the office of CRWD, 595 Aldine Street, St. Paul, Minnesota.

### REGULAR MEETING MINUTES

#### I. A) Call to Order of Regular Meeting (*President Joe Collins*)

##### Managers

Joe Collins, remote  
Shawn Murphy, remote  
Rick Sanders, remote  
Hawona Sullivan Janzen, remote  
Mary Texer, remote

##### Staff Present

Mark Doneux, CRWD  
Anna Eleria, CRWD  
Bob Fossum, CRWD  
Elizabeth Hosch, CRWD  
Michelle Sylvander, CRWD  
Nate Zwonitzer, CRWD  
James Mogen, Ramsey County Attorney

##### Public Attendees

Steve Duerre, CAC

#### B) Review, Amendments and Approval of the Agenda.

**Motion 21-040:** *Approve the amended Agenda of March 3, 2021 with the addition of Unfinished Business VI. B. Ford Site update.*

Murphy/Sanders  
Unanimously Approved

#### II. Public Comment

No Comments.

#### III. Permit Applications and Program Updates

##### A) 21-002, Mississippi River Blvd Subdivision – Review Period Extension (Hosch)

Ms. Hosch reviewed permit #21-002 for Mississippi River Blvd Subdivision. The applicant requested an extension to the 60-day review period prior to the expiration. The applicant has requested the additional time to complete the required conditions.

**Motion 21-041:** *Approve 60-day review period extension for Permit 21-002 Mississippi River Blvd Subdivision to expire May 15, 2021.*

Murphy/Sanders  
Unanimously Approved

B) 21-006, Western Highland Bridge Block 19 and 25 Alleys (Hosch)

Ms. Hosch reviewed permit #21-006 for Western Highland Bridge Block 19 and 25 Alleys. The applicant, Ryan Companies, will be grading and paving two alleys and installing utilities. The applicable rules are Stormwater Management (Rule C), Flood Control (Rule D), and Erosion and Sediment Control (Rule F). The disturbed area of this project is 1.04 acres with 0.36 acres impervious surface. Ms. Hosch added that the applicant has already met the conditions.

**Motion 21-042:** *Approve with 2 Conditions*

1. *Receipt of \$1,800 surety.*
2. *Confirm transmittal of current drainage and impervious data to Ryan team for their Spring 2021 update of the overall site stormwater master plan.*

Murphy/Sanders  
Unanimously Approved

C) 21-009, Western Highland Bridge Lot 1 Block 6 (Hosch)

Ms. Hosch reviewed permit #21-009 for Western Highland Bridge Lot 1 Block 6. The applicant, Ryan Companies, will be designing along with Lot 1 Block 7. The applicable rules are Stormwater Management (Rule C), Flood Control (Rule D), and Erosion and Sediment Control (Rule F). The disturbed area of this project is 2.3 acres with 2.06 acres impervious surface.

**Motion 21-043:** *Approve with 4 Conditions*

1. *Receipt of \$10,300 surety.*
2. *Provide plans signed by a professional engineer per the Minnesota Board of AELSLAGID to confirm alignment with reviewed plans noted in Exhibit 1.*
3. *Revise erosion control plan to include inlet protection for two catch basins on Mount Curve Blvd just south of the construction entrance. These catch basins are down gradient from the construction entrance and have a high likelihood of receiving sediment laden runoff from truck traffic.*
4. *Incorporate current drainage and impervious info for the Spring 2021 update of the overall site stormwater master plan and XPSWMM model.*

Murphy/Sanders  
Unanimously Approved

D) 21-010, Western Highland Bridge Lot 1 Block 7 (Hosch)

Ms. Hosch reviewed permit #21-010 for Western Highland Bridge Lot 1 Block 7. The applicant, Ryan Companies, will be designing alongside Lot 1 Block 6. The applicable rules are Stormwater Management (Rule C), Flood Control (Rule D), and Erosion and Sediment Control (Rule F). The disturbed area of this project is 1.3 acres with 1.15 acres impervious surface.

**Motion 21-044:** *Approve with 4 Conditions*

1. *Receipt of \$5,700 surety.*
2. *Provide plans signed by a professional engineer per the Minnesota Board of AELSLAGID to confirm alignment with reviewed plans noted in Exhibit 1.*
3. *Revise erosion control plan to include inlet protection for two catch basins on Mount Curve Blvd just south of the construction entrance. These catch basins are down gradient from the construction entrance and have a high likelihood of receiving sediment laden runoff from truck traffic.*
4. *Incorporate current drainage and impervious info for the Spring 2021 update of the overall site stormwater master plan and XPSWMM model.*

Murphy/Sanders  
Unanimously Approved

**IV. Special Reports – No Special Reports**

**V. Action Items**

- A) AR: Approve Minutes of the February 3<sup>rd</sup> Regular Meeting (Sylvander)

**Motion 21-045:** *Approve the Minutes of the February 17, 2021 Regular Meeting.*

Murphy/Sanders  
Unanimously Approved

- B) AR: Approve Targeted Watershed Program (Zwonitzer)

Mr. Zwonitzer reviewed that in 2016, CRWD was awarded a \$1.76 million grant through BWSR's Targeted Watershed Program (TWP) for work in the Como and McCarron's subwatersheds. Boulevard rain gardens were identified as part of CRWD's Clean Street Initiatives for the purposes of the grant. Rain garden designs are nearing completion and construction is anticipated to occur in the spring of 2021.

Ramsey County Soil and Water Conservation Division has completed 90% of the designs for 25 rain gardens on 23 properties. Three rain gardens are proposed in the McCarrons subwatershed and 22 are proposed in the Como Lake subwatershed. The project will reduce phosphorus load by about one pound per year to Lake McCarrons, and about five pounds per year to Como Lake. Grant agreements will be

executed with adjacent property owners prior to awarding the project to the lowest responsible responsive bidder. The grant agreement will require maintenance by the property owners for ten years. Construction is required to be completed by the end of June.

Construction is anticipated to cost \$250,000 including a 10% contingency. The 2021 budget for this project is \$225,000 (CRWD Project #210-16147). In addition to TWP grant funds, a Watershed Based Implementation Fund allocation from BWSR totaling \$93,039 is being applied to this project and requires authorization of the Administrator to execute BWSR's grant agreement. Project bidding could begin as early as March 5th and it is anticipated that a staff recommendation for contract award could be provided at the April 7th CRWD Board meeting.

Mr. Zwonitzer added that since the memo was written one property owner has dropped out. As a result, funds have increased. An additional week has been added to the bidding time to allow more time to review bids. Mr. Zwonitzer will be returning to the board on April 21<sup>st</sup> for approval.

**Motion 21-046:** *Approve plans for the CRWD 2021 Boulevard Rain Gardens Project and Authorize solicitation of bids for CRWD 2021 Boulevard Rain Gardens Project, subject to the review and approval of contract documents by the Ramsey County Attorney's Office.*

Murphy/Sanders  
Unanimously Approved

**Motion 21-047:** *Authorize Administrator to execute Watershed Based Implementation Funding grant agreement with BWSR.*

Murphy/Sanders  
Unanimously Approved

## **VI. Unfinished Business**

### **A) Como Lake 319 Grant Update (Fossum)**

Mr. Fossum provided a review for the Board of Managers of the 319 Grant. In 2019, the district was awarded a grant from the MPCA for \$275,000 in a four-year period. The grant is renewable for up to 16 years. The grant agreement is for select projects in Como Lake. Every 4-year period, CRWD is committing to what is defined in the grant agreement. Staff have been working thru clarifying expectations and details in the agreement. The first grant cycle starts in 2022. Mr. Fossum will be returning to the Board for approval.

President Collins asked for clarification on expenditures. Mr. Fossum replied that the MPCA is not requiring matching funds. President Collins asked about the types of projects covered by the grant at Como Lake. Mr. Fossum replied that this funding could be used towards monitoring, shoreline restoration, fish management, plant management and educational efforts. This will help the operational budget.

Manager Sullivan Janzen asked for clarification on the grant cycle end date. Mr. Fossum replied that the first four-year period would cover 2022, 2023, 2024 and 2025. The grant can be renewed each four years up to a total of sixteen years.

Managers were very pleased with the update.

*No Action Requested*

B) Ford Site (Fossum)

Mr. Fossum provided a review of the \$926,000 funding CRWD will be providing to the City of St. Paul for the final connection of the stream. Mr. Fossum added that City staff will be meeting on March 10<sup>th</sup> and recommending additional funding on the agenda. City staff will not be requesting any additional funding from CRWD. Mr. Fossum explained that design changes have required additional bedrock so additional funds will be needed for the project. City staff understand that CRWD has made a considerable contribution and will not be requesting any additional funding. Mr. Fossum, along with Mr. Wes Sanders-Pearce from the City of St. Paul, will be returning to the board on March 17<sup>th</sup> for a more detailed update.

*No Action Requested*

## **VII. General Information**

A) Board of Managers' Updates

Manager Texer reminded staff to fill out the survey for Administrator Doneux's annual review. The survey is due on Friday, March 5<sup>th</sup>.

Manager Texer shared that MAWD registration will be for an entire organization. Ms. Sylvander will be taking care of the registration for CRWD.

## **VIII. Next Meetings**

- A) Wednesday, March 10, 2021 7:00 PM – CAC Meeting – **Electronic Only** Manager Murphy will be attending.
- B) Wednesday, March 17, 2021 6:00 PM – Regular Meeting – **Electronic Only**

## **IX. Adjournment**

**Motion 21-048:** *Adjournment of the March 3, 2021 Regular Board Meeting at 6:45 P.M.*

Murphy/Sanders  
Unanimously Approved

Respectfully submitted,  
Michelle Sylvander